

ETPL meeting
5/6/04
8:30a – 12p
DTR – 1st floor conference rooms

Attendees: Kim Dutton – DTR; Bradlee Burtner – DTR;); Daryl McGaha and Beverly Selby – Lake Cumberlands; Jennifer Compton – Bluegrass; Ann McGlone – Northern Kentucky (morning); Tonya Mudd – Barren River; Craig Holloman – Purchase/Pennyrile; Latricia Swope – Greater Louisville; Denise Dials – TENCO; Deb Williams – EKCEP; Tonya Logsdon – Green River; and Jackie Masterson – Lincoln Trail

**Staff informed the leads that Melissa Wiley might be contacting them for assistance. She is interested in local lists and holding service providers that receive TRADE referrals accountable.

**Staff reported that there have been no significant developments regarding reauthorization and shared information about a February conference call and a March training that DTR staff participated in. Staff also reported on research of accreditation as a possible method for collecting performance information/maintaining provider accountability post Reauthorization.

**The Leads agreed that the DTR ETPL website will be updated bi-monthly.

**The Leads agreed that a guidance memo regarding Access database and EKOS maintenance is not necessary. The Leads also agreed that in the service description everyone would type: "WIA Title IB Eligible" and the credential offered. In Offering Detail (Additional Info) Description everyone will type: "WIA Title IB Eligible". Leads can delete offerings that were entered incorrectly and other offerings that do not have participants attached to them but should print a copy of any offerings to be deleted for documentation. DTR staff will investigate the option of 'hiding' ineligible offerings, which have been deleted from EKOS, on the DTR ETPL website. Before deleting services from EKOS, staff asked that the Leads submit the services in question for review.

**After discussing where satellite campuses should submit applications, the Leads ask staff to continue to research options and report back at the next ETPL Leads meeting.

**The Leads discussed the frequency of initial/subsequent eligibility application approval and staff recorded the information.

**Proprietary licensing for out-of-state schools was discussed – per ruling of the Kentucky Board for Proprietary Education, out-of-state, private institutions that recruit and/or advertise in Kentucky must maintain non-resident proprietary licenses. Out-of-state, private institutions that receive WIA referrals but do not recruit and/or advertise in Kentucky do not have to have non-resident proprietary licenses. DTR staff provided an e-mail from the Kentucky Board for Proprietary Education to the Leads. DTR requested

that Leads research whether or not their out-of-state providers had non-resident proprietary licenses and report the information back to staff.

**Approving on-line courses was discussed – the Leads and staff decided that if a provider submits a complete, correct application for an on-line program, no LWIB has the authority to prevent the program from becoming an eligible provider on the statewide list. However, LWIB's can set local policies that will limit and/or prohibit referrals to on-line programs.

**The Leads discussed local approval processes for programs requiring prerequisites.

**Staff gave an update on efforts being made to develop a method for collecting the four measures of performance for WIA clients that are requested on the ETPL application. EKOS may be able to provide the information, and the issue is on the agenda for the next EKOS Continuous Improvement meeting.

**The procedure for entering OJT's into EKOS was discussed – DTR staff instructed the Leads to continue attaching OJT's to the One-Stop Career Center as a service.